

CROCKETT COMMUNITY SERVICES DISTRICT

Regular Business Meeting

AGENDA FOR WEDNESDAY, DECEMBER 20, 2023

TIME: 7:00 PM – Regular Meeting

PLACE: Crockett Community Center, 850 Pomona Street, Crockett, CA

1. CALL TO ORDER - ROLL CALL
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS
(The Board is prohibited from discussing items not on this agenda. Matters brought up that are not on the agenda may be referred to staff for action or calendared on a future agenda.)
4. PUBLIC HEARING
(Public comments are limited to two minutes for each person with full discussion limited to twenty minutes unless extended by Board President.)
5. ELECTION OF OFFICERS
6. CONSENT CALENDAR: Consideration of a motion to approve the following items:
(Items are subject to removal from the Consent Calendar by request of any Board Member on request for discussion by a member of the public. Items removed from the Consent Calendar will be considered with the Administrative Items.)
 - a. Approve Minutes of CCSD Board meeting on October 25, 2023
 - b. Approve Minutes of CCSD Special Board special meeting on October 30, 2023.
 - c. Approve Minutes of CCSD Board meeting on November 15, 2023.
 - d. Approve payment of District bills.
 - e. Receive minutes of commissions and committees.
 - f. Receive Notice of Appointment to the Board for Diana Martinez.
 - g. Receive annual report on compliance with identity theft regulations (FACTA)
 - h. Receive Annual Report on the use of recreation taxes (Gov't Code Sec. 50075.3)
7. ADMINISTRATIVE:
 - a. Consider consent items removed from the Consent Calendar.
 - b. Approve meeting and holiday schedule for calendar year 2024.
 - c. Consider an appointment of Valerie Quade to the Recreation Commission
 - d. Consider an appointment of Dale McDonald as commissioner and Valerie Quade as alternative commissioner to the CVSan Commission.
 - e. Approve Payroll Schedule for calendar year 2024.
 - f. Approve Salary Schedule to meet January 2024 requirements.
 - g. Approve Resolution 23/24-13, Access and Repair Agreement for 200 Clark, Crockett.

- h. Approve Resolution 23/24-14, Access and Repair Agreement for 47 Canyon Lake, Port Costa.
8. **BUDGET AND FINANCE:**
 - a. Discuss financial matters related to the District.
 - b. Approve budget schedule.
9. **MANAGERS' REPORTS/REPORTS FROM COMMISSIONERS:**
(These items are typically for the exchange of information only. No action will be taken at this time.)
 - a. Recreation Department
 - b. District Secretary
 - c. Maintenance Department
 - d. Port Costa Sanitary Department
 - e. Crockett Sanitary Department
 - f. Lighting & Landscape Commission
 - g. Governmental matters
 - h. Announcements and discussion
10. **REPORTS FROM BOARD MEMBERS AND COMMITTEES:**
(These items are typically for the exchange of information only. No action will be taken at this time.)
 - a. Personnel Committee: Members Cusack (chair), Martinez, Spinner, Wais, and Wilson
 - b. Budget & Finance Committee: Members Mackenzie and Spinner
 - c. Police Liaison Committee: Members Currington (chair), Wais, Pennisi, and Ritchey
 - d. CVSAN Wastewater Committee: Members Bartlebaugh and Manzione (chair),
 - e. Memorial Hall Advisory Committee: Members Peterson and Wilson (chair)
 - f. Ad Hoc committees
 - Personnel/District Code: Members Brosnan, Cusack, Martinez (chair), Peterson and Wais
 - g. Inter-agency meetings
11. **FUTURE AGENDA ITEMS/BOARD COMMENTS**
12. **ADJOURNMENT:** until January 24, 2024.

HOW TO SUBMIT PUBLIC COMMENTS:

You will find the Minutes of this meeting posted on our website at www.town.crockett.ca.us/meetings

Visit our [website](#) for more information on meetings and activities of the Crockett Community Services District and the towns of Crockett and Port Costa.

In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in a District meeting, or if you need a copy of the agenda, or the agenda packet, in an appropriate alternative format, please contact the General Manager at (510) 787-2992. Notification at least 48 hours prior to the meeting or time when services are needed will assist District staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

In accordance with California Government Code Section 54957.5, any writing or document that is a public record related to an open session agenda item, and is distributed less than 72 hours prior to a regular meeting will be made available for